



Minuteman

School of Applied Arts & Sciences

cc: BOS

PLACE IN 5/26 MAIL
PLACE ON 6/12 AGENDA
May 25, 2006

9/25/06 - 4

Peter Ashton, Chairman
Board of Selectmen
Town of Acton
472 Main Street
Acton, MA 01720

Ref: Request for June 2006 Agenda Item

Dear Chairman Ashton:

The Minuteman Regional Vocational School District is in the process of upgrading its financial software. As part of the process of examining and formalizing the fund structure, we are reauthorizing our existing vocational program revolving accounts.

Revolving accounts are used to deposit funds received through the routine course of customer service-related, vocational training activities, such as the operation of the culinary arts bakery, the cosmetology hair salon or the automotive shop. These funds are deposited into a revolving fund so that they are not intermingled with annual district operating funds and must be used to reinvest in the program by purchasing supplies or equipment not exceeding \$5,000. All program revolving funds are part of the annual financial audit and must be reported as required by statute.

The reauthorization of our vocational-technical program revolving funds requires the acceptance of Chapter 74 Section 14B of the Massachusetts General Laws by both the Minuteman Regional School Committee and a majority of member towns by vote of the boards of selectmen of the district. As required by statute, the Minuteman Regional School Committee accepted the reauthorization of the revolving accounts at their April 25, 2006 meeting and we now request the acceptance by the Acton Board of Selectmen.

We respectfully request that the acceptance of this statute be placed on the agenda of your June meeting. A copy of our suggested motion on the acceptance of the Chapter 74 revolving accounts is enclosed for your Board's consideration. Also enclosed is a copy of the relevant statute.

We would appreciate confirmation that the motion, or your own version thereof, will be put on your agenda, and notification of the outcome of your vote as soon as is convenient after it is taken. If you have any questions or would like a Minuteman representative to attend your meeting, please contact Thomas Markham, Assistant Superintendent at 781-861-6500 x326 or email tmarkham@minuteman.org.

Thank you for your consideration of this matter.

Sincerely,

William Callahan

William Callahan
Superintendent

Janet Killeen

Janet Killeen
Business Manager

Minuteman Regional High School

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Minuteman Regional Vocational Technical School District
SUGGESTED MOTION
For the Reauthorization of Program Revolving Funds

The Board of Selectmen of the Town of Acton hereby approves the action of the Minuteman Regional School Committee in its acceptance of the provisions of MGL Chapter 74 Section 14B with regard to the reauthorization of vocational technical program revolving funds held by the Minuteman Regional Vocational Technical School District.

MASSACHUSETTS GENERAL LAWS
CHAPTER 74, SECTION 14B

Revolving Funds for Culinary Arts and Other Vocational Technical Programs

In any city or town which accepts the provisions of this section, any income received in a fiscal year not exceeding, in the aggregate, fifteen thousand dollars derived from the purchase and sale of products produced in the culinary arts subject area of the home economics program, or any other vocational technical program conducted in any public vocational technical high school shall be deposited in a special fund by the school committee in any banking institution in the commonwealth. Expenditures may be made from said fund by the school committee for purposes needs for the culinary arts subject area or in the case of a fund established for any other program, such finds may be expended for the purposes of such program area without further appropriation, notwithstanding the provisions of section fifty-three of chapter forty-four; provided, however, that said special fund shall not be used to pay the salary of any employee, and in any fiscal year no more than five thousand dollars from said fund shall be used in the purchase of equipment. Three years from the year a city or town accepts the provisions of this section, and every third year thereafter said city or town may act to rescind its original acceptance. The superintendent of a school district with such a fund shall submit annually a report of said fund to the mayor, city council, city manager, board of selectmen or town manager of each city and town in said district and a copy of said report shall be submitted to the director of the bureau of accounts. The provisions of this section shall be effective in any regional school district upon its acceptance by the school committee of said district and a majority of the towns and cities and said district by vote of the board of selectmen or city council of said cities and towns.

Added by St.1978. c.546; amended by St.1987, c.731, s.3.